

**Department of Industrial Accidents  
Concurrent Review Procedure-Ongoing Care**

**Definition:** Utilization review of a patient's ongoing care including, but not limited to, inpatient, outpatient, office visits, durable medical equipment and some pharmaceuticals.

**I. Concurrent Review: Ongoing Service Review**

1. Concurrent review is the ongoing UR review process for all health care services that follows Prospective Review Approvals.
2. The frequency of concurrent review updates is determined by the licensed UR reviewer.
3. However, ***the burden*** is on the licensed UR reviewer to collect all required medical information to determine the appropriateness of ongoing service, **one day prior to the implementation of said service**, to avoid delays in ongoing treatment/procedure(s).
4. The licensed UR reviewer should contact the OP **no later than the three days prior to the next scheduled implementation date** to determine if care will be continued and to request **any additional medical information the licensed UR reviewer requires to determine the appropriateness of ongoing care.**

**II. Approval of Ongoing Care**

1. If the licensed UR reviewer determines approval, Approval Letter must be sent **one day prior to implementation. Approval Letter includes guideline/criteria and clinical rationale. Date of contact and date of implementation must be documented in UR case notes.**

**III. Licensed UR Reviewer Unable to Approve Request for Ongoing Care**

1. If licensed UR reviewer **cannot** approve request for ongoing care, licensed UR reviewer forwards all ongoing medical information received for school-to-school review, **on/or before one day prior to implementation. Licensed UR reviewer must document date of referral for school-to-school review and clinical concerns in UR case notes.**

**IV. Initial Concurrent School-to-School Review**

1. School-to-school reviewer receives request, including all ongoing/concurrent review updates and medical information obtained during updates from licensed UR reviewer.
2. School-to-school reviewer needs to discuss case with OP, this discussion must take place and **determination must be issued one day prior to implementation. Date of request for school-to-school review, date of contact with OP, and date of implementation must be documented in UR case notes.**

**V. Adverse Determination-School-to-School Review**

1. AD rendered by initial school-to-school reviewer, **AD letter must be sent one day prior to implementation.** AD Letter includes guideline, clinical rationale, and Appeal procedure.

**Advisory Note:** Treatment and procedure requests may be added concurrently within the guideline **approved prospectively.** However, if the guideline and/or condition/diagnosis changes, this change mandates **a return to the Prospective Review Procedure** (e.g. the prospective review process begins again)

**Concurrent review applies to all health care services including, both inpatient and outpatient care.**